



## TOWN COUNCIL – AGENDA REQUEST FORM

THIS FORM WILL BECOME PART OF THE BACKGROUND INFORMATION USED BY THE COUNCIL AND PUBLIC

Please submit Agenda Request Form, **including back up information, 8 days prior** to the requested meeting date. **Public Hearing requests must be submitted 20 days prior to requested meeting date to meet publication deadlines** (exceptions may be authorized by the Town Manager, Chairman/Vice Chair).

### MEETING INFORMATION

Date Submitted: September 30, 2014

Date of Meeting: October 23, 2014

Submitted by: Sharon Marunicz, Human Resources Coordinator

Department: General Government

Time Required: 15 minutes

Speakers:

Background Info. Supplied: Yes: ☒ No: ☐

### CATEGORY OF BUSINESS (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Appointment: ☐

Recognition/Resignation/Retirement: ☒

**Public Hearing:** ☐

Old Business: ☐

New Business: ☐

Consent Agenda: ☐

Nonpublic: ☐

Other: ☐

### TITLE OF ITEM

Recognition of the Retirement of Town Employee

### DESCRIPTION OF ITEM

The Town Council will present a recognition plaque to Fire Captain Shawn A. Allison in recognition of his retirement from the Town of Merrimack Fire & Rescue Department effective October 14, 2014. He has been employed full-time by the Town of Merrimack Fire Department since April 3, 1989.

### REFERENCE (IF KNOWN)

RSA:

Warrant Article:

Charter Article:

Town Meeting:

Other:

Town Policy Manual

N/A

### EQUIPMENT REQUIRED (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Projector: ☐

Grant Requirements: ☐

Easel: ☐

Joint Meeting: ☐

Special Seating: ☐

Other: ☐

Laptop: ☐

None: ☐

### CONTACT INFORMATION

Name: Sharon Marunicz

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Merrimack

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### APPROVAL

Town Manager: Yes ☒ No: ☐ Chair/Vice Chair: Yes ☐ No: ☐

Hold for Meeting Date: \_\_\_\_\_



PRESENTED TO  
**Captain Shawn A. Allison**

UPON THE OCCASION OF YOUR RETIREMENT  
FROM THE TOWN OF MERRIMACK FIRE & RESCUE  
DEPARTMENT IN RECOGNITION OF THE LOYAL AND  
DEDICATED FULL TIME SERVICE  
WHICH YOU HAVE CONTRIBUTED FOR  
MORE THAN 25 YEARS.

YOUR DEDICATION AND DEVOTION TO DUTY HAS BEEN A  
TREMENDOUS ASSET TO THE TOWN OF MERRIMACK.

WE WISH TO EXTEND TO YOU OUR SINCERE APPRECIATION  
FOR YOUR OUTSTANDING PERFORMANCE OF DUTY.

April 3, 1989 – October 14, 2014

PRESENTED BY THE TOWN COUNCIL AND  
TOWN MANAGER THIS 9<sup>th</sup> DAY OF OCTOBER 2014.